



CITY OF CARLSBAD

Invites you to apply for:

Senior Civil Engineer

Annual Salary:
\$80,700—\$111,000

Position Open Until Filled.
First application review:
December 5, 2007



The Carlsbad Community

Known as the Village by the Sea, the City of Carlsbad, California is a unique and growing community of 42 square miles in size. Carlsbad is located 30 miles to the north of San Diego and 70 miles to the south of Los Angeles. Despite recent growth, Carlsbad has successfully retained its friendly, small-town charm, thanks in large part to a progressive city plan for managing growth. Balancing economic prosperity with preservation of the environment has been a top priority of city leaders for nearly 20 years. Carlsbad is also recognized for its progressive and stable city government. The City's current population is expected to grow from 97,000 to 127,800 at build out. The City is approximately 75% built out on residential building and 82% built out on commercial development.



Engineering Department

Headed by the Deputy Director of Public Works, the Engineering Department consists of six Divisions - Administration, Construction Management and Inspection, Development Services, Planning and Programs, Transportation, and Design Engineering. Our ultimate goal is to maintain the highest level of service through quality engineering management and operations. The Senior Civil Engineer position is within the Developmental Services division which provides developmental services, engineering plan checks and land use development reviews and is an excellent opportunity to work in a growing community with an excellent tax base, a stable political environment, and a team-oriented atmosphere.

The Position

This Senior Civil Engineer position will manage the activities of the City's Engineering Development Services Division which currently includes five engineering level and three technician level positions. The position is responsible for ensuring engineering quality control over all city land development activities including the review of land use applications, plan check of engineering plans and studies, issuance of ministerial permits and construction of land development project improvements. The position reports directly to the Deputy City Engineer for Development Services Division.

Other duties of the position include responding to customer service requests, preparing and giving oral presentations at public meetings (during work and after work hours), evaluate departmental workload and performance measures, prepare and present budget requests, manage consultant plan check contracts, participate in a variety of committees and goal teams, prepare technical reports and memos and, promote and ensure proper employee training.

The Ideal Candidate

The Senior Engineer must be registered with the State of California as a Civil and Professional Engineer and possess progressively responsible civil engineering experience. The incumbent will demonstrate advanced knowledge and experience in the following areas:

- Principles, practices and methods of civil engineering necessary to plan, coordinate and actively participate in the preparation of preliminary and final plans and specifications for municipal projects;
- Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects;
- Principles, practices and techniques of public administration, including budgeting, contract administration and personnel administration;
- Project management techniques for the effective administration of capital improvement, design and other municipal engineering projects;
- Cooperative working skills necessary to foster excellent customer service and establish and maintain effective relationships with those contacted in the course of work;
- Preparation of accurate engineering plans, specifications and cost estimates;

Qualifications

In addition to the skills necessary to carry out the duties of the position, the position requires the following education and experience:

EDUCATION

Any combination of training, education and experience which demonstrates the possession of the knowledge and abilities is qualifying such as a Bachelor's degree from an accredited college or university with a major in civil engineering. Additional course work in Public Administration is desirable.

EXPERIENCE

Four years of progressively responsible professional work experience in the field of civil engineering.

LICENSING

Registration as a professional civil engineer in the state of California and an appropriate, valid California driver's license.

Compensation and Benefits

Annual Salary: \$80,700 - \$111,000

- PERS Retirement: 3% @ 60 plan.
- Health benefits include medical, dental, vision and life insurance
- Flexible Spending Accounts
- Paid Holiday, Vacation, Sick Leave
- Tuition Reimbursement Program

Supplemental Questionnaire

Instructions: Please type and number your responses to the following questions. Respond to each question concisely. Include the following statement, your signature and the date at the bottom of your supplemental questionnaire, "I declare the statements on this application and questionnaire are true and complete to the best of my knowledge and belief."

1. Please outline your related training and experience and indicate how it has progressively increased to a level that qualifies you for the position of Senior Civil Engineer within the City of Carlsbad's Land Development Division?
2. Describe your experience managing project teams or technical staff, especially as it relates to the processing of land development projects. Include in the description your experience and views on performance measures, quality control, accountability and motivation.
3. Describe an experience you had where the need to provide a high level of customer service conflicted with the need to deliver a high quality product. What factors were of most concern to you? How did you resolve the conflict? Did it work out for everyone involved? And, would you handle the matter differently today?

Selection Process

It is important that your application, as well as the Supplemental Questionnaire, show all relevant education, training, experience, knowledge, abilities and skills you possess that qualify you for the position. All application materials will be reviewed and the most qualified candidates will be invited to continue in the selection process. The selection process may consist of a written exam and/or oral exam. Those candidates who are determined as highly qualified in the selection process will have their names placed on an eligibility list that will remain in effect for one year. Final candidates will have experience and educational background verified and will be required to furnish references.

Filing Deadline

Application packages must be submitted to Human Resources by 5:00 PM December 5, 2007 to be considered in the first applicant screening.

Apply online at:

www.carlsbadca.gov/hr

City of Carlsbad
Human Resources Department
1635 Faraday Avenue
Carlsbad, CA 92008-7314

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